

The Department of the Army -- Job Opportunity Announcement

Job No.: NEGE03197030

Opening Date: May 21, 2003

Closing Date: June 11, 2003

Position Title (Pay Plan-Series): Maintenance Mechanic (WG-4749)

Grade: 09

Full Performance Grade: 09

Comments:

We use an automated recruitment and referral system for filling our jobs. Use our resume builder to complete your resume and place it in our system for consideration under this announcement and for you to use to apply for other Army jobs. Go to the Army's Resume Builder.

PHYSICAL EFFORT:

Work requires considerable standing, stooping, kneeling and bending, and working in overhead, stretched, cramped and awkward positions. Works on roofs, ladders, and scaffolds. Arm movement is considerable when nailing and using certain tools and equipment. Manual dexterity and good hand-eye coordination is required for locksmithing work. Frequently lifts and carries items weighing up to 50 pounds; occasionally handles heavier items.

WORKING CONDITIONS:

Incumbent may work inside or outside, sometimes in inclement weather. Some work is performed in areas where the worker is exposed to moderate or high noise levels from operation of tools and machinery. Can be subjected to vibration, dust, dirt, and fumes. May work on and around scaffolds and ladders. Subject to cuts, bruises, and contusions, and the possibility of broken bones. Injuries may occur in lifting heavy objects. Work may be in confined spaces.

Must be able to wear protective safety equipment, such as safety shoes, safety glasses with side shields, goggles, hearing protection, hard hat, gloves, safety harness, coveralls, respirators (to include tight fitting type), and respiratory escape hood.

Incumbent may be required to wear escape respiratory protection.

Incumbent is required to maintain confined space proficiency and perform confined space entry certification.

Incumbent is required to obtain and maintain a Non-Critical-Non-Sensitive clearance.

Incumbent required to maintain a valid State Driver's License.

Incumbent must be physically able to readily access and exit manholes with diameters as small as 20".

Incumbent must be able to work without fear in enclosed spaces.

Incumbent is required to work scheduled, unscheduled and emergency overtime.

Incumbent will be required to wear a uniform.

Pre-appointment and annual physicals are required.

Number of vacancies to be filled by this announcement - One.

Salary: \$18.56 - \$21.70 Per Hour

Region: Northeast

Organization:

U.S. Army Engineer District, Baltimore
Washington Aqueduct Division
Maintenance Branch
Utility Repair and Installation Section
Facilities Maintenance and Repair Unit

Duty Station: Washington, DC

Area of Consideration:

- Army employees with competitive status; and eligible Army CIPMS employees.
- Department of Defense employees serving on a Career or Career Conditional Appointment.
- Interagency Career Transition Assistance Plan (ICTAP) eligibles: Current or former employees displaced from non-DOD agencies. Individuals seeking ICTAP eligibility must submit a copy of their Reduction in Force (RIF) separation notice (Notification Letter of SF 50) and a copy of their most recent performance rating.
- Veterans Employment Opportunities Act of 1998: Veterans who are preference eligible or who have been separated from the armed forces under

honorable conditions after 3 years or more of continuous active service may apply.

- Transfer eligibles: current permanent, competitive non Army Federal employee.
- Reinstatement eligibles: Attained Career status on a permanent, competitive Federal appointment; or Career-Conditional with reinstatement eligibility, generally within 3 years of separation, exceptions 5 CFR 315.201(b)(3).

Duties:

Works alone or as a member of a work crew, whether in a shop situation or at a work site, determines the repair needed, and applies the full range of skills and techniques required to successfully complete assignments. Plans and lays out work in accordance with drawings, sketches, blue prints, and own knowledge of carpentry related construction or needed repairs. Selects lumber, materials, and supplies. Measures and cuts materials to the required lengths and dimensions. Installs rafters, studs, sills, plates, braces, joists, floors, sub-floors, panels (including sheet-rock, plywood, and veneers), siding, sheathing, roofing, flashing, building paper, insulating materials, door and window frames, and interior and exterior trim. Installs structural and trim items by nailing, bolting, mortising, gluing. Planes, sands, and finishes completed work when necessary. Installs sheet, roll and shingle casings for windows, doors, transoms, and ventilators; shelves, counters, plywood, duct-work, bulletin boards, cabinets, bookcases, and related features having built-in characteristics. Insures that installed components are level and accurately aligned with other parts of the structure. Installs doors and window sashes. Replaces or installs hinges, mortise locks and door closures. Trims, mortises, drills and prepares items for attachment of hardware. Applies caulking compound or other filler material around door and window casings and at other points where a tight seal is required. Fabricates concrete forms, shoring, scaffolds, storage pallets, storage bins, tables, workbenches, and related items. Installs system. Paints a variety of surfaces such as wood, metal, cement, interiors and exteriors of buildings, and/or stationary and mobile equipment, where appearances as well as surface protection are important. Prepares surfaces, using wood fillers, putty, stains, and applies prime, intermediate and finish coats with brush, roller, or spray gun. Uses gloss, semi-gloss, and special paints, enamels, varnishes, stains, lacquers, and shellacs. Assures the protection of surrounding areas and if required by specific work assignments, assures proper adjustment of ladders and scaffolding. Assures proper maintenance of brushes and other related equipment. Repairs and finishes walls and ceilings by the application of plaster. Removes putty and cleans various types of sash, so that glass may be installed in windows. Cuts glass or shapes. Installs glass, using proper glazing. Repairs a variety of brick, block, or tile structures or masonry foundations thereto from plans and work orders. Ties in structural beams, window and doorframes, lintels, roofs, etc. Assures that walls are straight, plumb, do not bow out or sag. Secures window frames, lintels, roofs, etc. Raises manholes to conform to surveyor's elevations, involving laying tapered and/or curbed brick work, which must be water tight. Lays bricks, stone, cinder block, concrete block and concrete finishing. Cuts and shapes brick, block and tile to complete corners. Mixes mortar to achieve various qualities. Applies brown and white coat

plastering. Sets ceramic and marble tile. Makes repairs to cracks in marble chip plastering. Locksmith work: Removes locking devices from doors, desks, etc. corrosion. Lubricates and cleans parts, straightens bent parts, smooths burrs and scratches, replaces defective parts, performs operational tests, and reinstalls the locking devices. Asphalt work: Constructs, maintains, and repairs roads, parking areas, walkways, drainage ditches, basins, curbs, etc. Uses asphalt on occasion to make roof repairs. Supports basin cleaning operations.

Qualification Requirements:

Candidates will be evaluated on their ability to perform the duties of a Maintenance Mechanic, rather than length of experience. Eligibility will be determined by the relevance, scope, and quality of all experience and training, regardless of where or how acquired. The items below should be addressed within the context of the resume.

1. ABILITY TO DO THE WORK OF THE POSITION WITHOUT MORE THAN NORMAL SUPERVISION (Screen-Out Element). Describe all work you have performed that is related to the duties of the position.
2. Knowledge of equipment assembly, installation, and repair.
3. Technical Practices.
4. Use of measuring instruments.
5. Ability to interpret blueprints, diagrams, drawings and maintenance/repair manuals.
6. Ability to use and maintain tools and equipment.
7. Knowledge of materials.

Selective Placement Factors/Knowledge Skills and Abilities (KSAs): KSAs not required. Candidates will be rated against the Resumix Job Search Criteria.

Standard/Other Requirements/Instructions on How to Apply:

1. Failure to provide all of the required information as stated in the announcement may result in an ineligible rating or may affect the overall rating.
2. Permanent change of station (PCS) funds will not be authorized.
3. Selection for this position is contingent upon proof of U.S. citizenship.
4. Direct Deposit is REQUIRED: As a condition of employment, candidates appointed, competitively promoted or reassigned are required to enroll and participate in Direct Deposit/Electronic Funds Transfer within 60 days following the effective date of that action.

5. Application/Resume deadline: Application/Resume must be received by the Closing Date of the Vacancy Announcement.

6. Male applicants born after December 31, 1959, are required to complete a Pre-Employment Certification Statement for Selective Service registration prior to appointment. Failure to comply may be grounds for withdrawal of an offer of employment, or dismissal after appointment.

7. BASIS OF RATING: Candidates resume will be evaluated and screened against the skills needed to perform the duties of this position as described in this vacancy announcement. Candidates will also be screened against basic qualifications requirements of the Office of Personnel Management.

HOW TO APPLY: This position will be filled from the Army centralized resume database using an automated recruitment and referral system. Your resume must be on file with the Army centralized resume database. If you have a resume on file with the Army centralized resume database, you may apply by taking advantage of our quick self-nomination process. If you do not have a resume on file with the Army centralized resume database, you must submit one along with the self-nomination. Both documents must be received in the resume database by the closing date of the announcement unless specifically stated in the instructions contained in this vacancy announcement.

RESUME: If you do not have a resume on file with the Army centralized resume database, you must submit one. It is strongly suggested that you use the Army Resume Builder. The Army Resume Builder can be found on the internet at <http://www.cpol.army.mil>, click on Employment, click on Army's Resume Builder. The Army Resume Builder is used to create and store your resume. You do this by selecting Save Resume to Database. In order to receive consideration for vacancies, you must submit your resume to the Centralized Resume database by selecting the Central and Submit buttons from the Email Existing Resume screen. Your resume will automatically flow into the Centralized Resume database.

We prefer that you use our resume builder to create and submit your resume electronically. However, if you do not desire to use the Army Resume Builder, you may submit your resume to our Central Processing Center using other means by scrolling to the end of the vacancy announcement and clicking on the Job Kit button for instructions. Please follow the instructions in our job application kit to create your resume and assure that all of the required information is provided. The Job Kit can also be found on the Internet at <http://cpol.army.mil/employ/jobkit>

NOTE: Unless specifically stated in the vacancy announcement, do not submit documentation supporting your status/eligibility when submitting a resume.

SELF NOMINATION: You may self-nominate at any time during an open period of a vacancy announcement. In addition to having a resume on file, it is strongly recommended that you submit your self-nomination by using the self-nomination

button found at the bottom of this announcement. By completing the form and clicking the Submit button you will create and send a self-nomination directly to the Centralized Resume database.

If you wish to submit your self-nomination another way, scroll to the end of the vacancy announcement and click on the Job Kit button for instruction. The Job Kit can also be found on the Internet at <http://cpol.army.mil/employ/jobkit>

SPECIAL PRIORITY CONSIDERATION UNDER THE INTERAGENCY CAREER TRANSITION ASSISTANCE PLAN (ICTAP): Federal employees seeking ICTAP eligibility must meet the requirements of 5 CFR 330.704 for ICTAP and must be rated well qualified. To be well qualified, applicants must meet basic qualifications and their resume must match a sufficient number of the skills identified by the selecting official. Please identify ICTAP eligible as an appointment eligibility on the supplemental data. Those claiming ICTAP eligibility will be required to submit a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location upon request.

APPLICANT NOTIFICATION SYSTEM WEB-ENABLED RESPONSE (ANSWER): To check the status of your resume and self-nominations you may go to <http://www.cpol.army.mil>, click on Employment, click on Answer.

If you would like to be considered, then you are required to submit all necessary materials applicable to this vacancy announcement.

THE DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER. All qualified applicants will receive appropriate consideration without regard to non-merit factors such as race, color, religion, sex, national origin, marital status except where specifically authorized by law, age, politics, disability, or sexual orientation which do not relate to successful performance of the duties of this position. Reasonable accommodation to individuals with disabilities will be provided upon request.

SELECTION FOR THIS POSITION IS SUBJECT TO RESTRICTIONS RESULTING FROM DEPARTMENT OF DEFENSE REFERRAL SYSTEM FOR DISPLACED EMPLOYEES.